



# Wire Advice Notification Request

Complete this form to add, edit or cancel wire advice notifications

| Customer Information   |  |                |                 |               |
|--|--|----------------|-----------------|---------------|
| Account Name   |  |                |                 |               |
| Account Number   |  | Account Number |                 |               |
| Account Number   |  | Account Number |                 |               |
| Account Number   |  | Account Number |                 |               |
| Email Address(es)  |  |                |                 |               |
| Email Notifications Can Only Be Sent to Four (4) Email Addresses   |  |                |                 |               |
| Email Address 1  |  | Add<br>Remove  | Email Address 2 | Add<br>Remove |
| Email Address 3  |  | Add<br>Remove  | Email Address 4 | Add<br>Remove |
| Cancel Wire Advice Notifications   |  |                |                 |               |
| <input type="checkbox"/> I agree to cancel receipt of wire advice notifications<br>(By selecting this box, you will not receive any notification when wires are credited to your account, you will still see the credit online and via your monthly statement) |  |                |                 |               |

| Customer Authorization   |  |      |
|--|--|------|
| I agree to receive Wire Advice Notifications to the e-mail address(es) listed above (unless alternate delivery is selected below). I will notify United Bank of any changes to e-mail addresses. United Bank may remove email addresses due to undeliverable emails. If all email addresses are undeliverable, wire advice notifications will be stopped until new email addresses are provided. Customer is responsible for maintaining and updating valid email addresses. |  |      |
| Requestor Name<br>(Print)  |  |      |
| Customer Signature   |  | Date |

| Branch Authorization – If Applicable (Branch Use Only)  |       |
|---|-------|
| If customer does not have a Wire Transfer Agreement on file, a United Bank Branch must sign off on changes. |       |
| Branch Contact<br>(Print)   | Title |
| Authorized Signature  |       |

| Alternate Delivery   |       |          |  |
|--|-------|----------|--|
| I agree to receive wire advices via regular mail delivery (7-10 business days). International Delivery not available.<br>(You may only select one method of delivery, if mail delivery is selected, e-mail delivery cannot be set up.) |       |          |  |
| Address  |       |          |  |
| City   | State | Zip Code |  |

Fax completed form to  
**888-573-2227**  
 Or mail  
 United Bank  
 Wire Department  
 14048 Park East Circle, STE 100  
 Chantilly, VA 20151